FIELD OPERATIONS BUREAU (FOB)

TRANSMITTAL NUMBER: 99-09 (CA)   **November 22, 1999**

TO: **All Field Operations Bureau and Performance Measurement County Quality Control and Corrective Action Staff**

SUBJECT/PURPOSE: **Clarification of Review Procedures for Cases Affected by the <u>Saldivar</u> Court Decision**

RELATED REFERENCE: **All-County Letter 84-47**

SUPERSEDES: **None**

EFFECTIVE DATE: **Upon Receipt**

BACKGROUND:
Through discussions with county staff, FOB has learned that cases impacted by the application of the <u>Saldivar</u> court decision are not being reviewed uniformly throughout the state. (See All-County Letter 87-47 for a complete description of <u>Saldivar</u> procedures.) FOB is providing this clarification of review procedures so that there will be consistency in review findings for these cases.

INSTRUCTIONS:
<u>**FOB AND PMC QUALITY CONTROL STAFF**</u>**:**

Effective immediately, use the procedures required by the <u>Saldivar</u> court case ONLY when the county has used these procedures and has used them correctly. (Accept the allotment amount issued in the month before the sample month as the correct amount.) If the procedures were incorrectly applied or not used at all, even if they should have been applied, DO NOT apply these procedures.

NOTE: When <u>Saldivar</u> procedures have been used correctly, the reviewer must document in the Comments portion of the case review worksheet that the sample month issuance amount is accepted as correct because of the correct applications of <u>Saldivar</u> procedures.

CORRECTIVE ACTION STAFF:

Since this is a clarification of quality control review procedures, the FOB Analyst or the county's quality control supervisor will handle all corrective actions. Any case in which this new policy is incorrectly applied is to be returned to the reviewing analyst for correction.

INQUIRIES: Michael Bowman-Jones
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original signed by Tom Benson
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TOM BENSON, Chief
Data Operations Branch